



Department of Energy

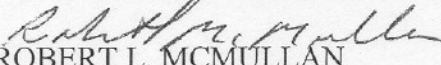
Washington, DC 20585

April 11, 2006

MEMORANDUM FOR PROGRAM SECRETARIAL OFFICES

FROM:

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ASSOCIATE ADMINISTRATOR, FOR INFRASTRUCTURE
AND ENVIRONMENT
CO-CHAIR CERTIFICATION REVIEW BOARD


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CO-CHAIR, CERTIFICATION REVIEW BOARD

SUBJECT:

Project Management Certification Requirements

The Co-chairs of the Certification Review Board (CRB) for the Project Management Career Development Program (PMCDP) previously issued a memorandum "Project Management Career Development Program Update" on May 6, 2004, establishing the following certification deadline for Federal Project Directors (FPDs).

As stated in DOE O 361.1A, once the critical components of the PMCDP are in place, Program Offices have two years to complete the certification process for incumbent Federal Project Directors. With this accomplishment and the certification process in progress all Federal Project Directors must be certified to the appropriate level by May 31, 2006.

The Secretary amplified this expectation in his memorandum "Improving Project Management" of August 10, 2005.

Each program is to make maximum use of the training opportunities provided by the PMCDP. All federal project directors assigned to Department projects must be certified by May 2006.

In assessing the Department's progress toward the May 2006 goal, the CRB recognizes that there are FPDs not certified to their ultimate and requisite level based on the cumulative total project cost of their project or portfolio of projects. Although serving successfully, these incumbents will not meet the May 2006 deadline because they require



additional requirements to progress to the ultimate level of certification. The Board feels that it is not in the best interest of the Department and its mission to decertify these FPDs, but to allow them to continue in their current capacity with the following guidance:

The responsible Acquisition Executive will ensure that the FPD has a clearly prescribed path forward towards meeting certification at the requisite level. This path will be approved by either the Acquisition Executive or Site Office Manager, and will be tracked to successful completion by the Program Secretarial Offices (PSO).

The CRB Secretariat will review and report to the Co-Chairs FPD level certification status quarterly to ascertain PSO progress towards full certification.

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